

# FIND YOUR VOICE LEADERSHIP PROGRAMME

## WORKPLACE SPONSOR

### FINANCIAL COMMITMENT

DETAILS OF PERSON RESPONSIBLE FOR PAYMENT OF THE COURSE FEE: R5 990.

Name and Surname: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

### Invoicing Details:

Name on Invoice: \_\_\_\_\_

Invoice Order Number or Reference: \_\_\_\_\_

Please note that the place on the programme will only be confirmed once full payment of R5,990 (**which is non-refundable**) has been received.

Gately Rotary Trust is not VAT registered.

### WORKPLACE MENTOR COMMITMENT

The programme will be made up of a number of vibrant, passionate and committed young people who are all eager and willing to learn and implement their newfound knowledge in their organisations.

If this applicant is successful, they will need a **workplace mentor**. This is an opportunity for someone from their organisation to share in their journey. The success of the programme will depend on the involvement of a workplace mentor and interactions with them over the duration of the course (May-November). This is an important aspect of the programme as, ultimately, the expectation is that the participants will develop and grow as leaders in their organisations.

The following guide clarifies the role of the workplace mentor :

- **Meeting with your participants** – one-on-one – at least once a month to discuss their progress on the programme, what they have learnt and how they are applying their knowledge in the office/field.
- **Identifying and providing opportunities for these young people to be exposed to leadership and leadership situations** within your company/organisation – this could include them attending a management meeting, accompanying you to a major client or helping you draft a management report
- **Exposing them to workplace diversity** and how your company/organisation addresses this aspect from a management and leadership perspective
- **Discussion around accountability and ethics** – particularly in those leadership, management and business areas that tend to be “grey” as opposed to black or white
- Within their portfolio of evidence and journal, participants must show evidence of practical application in the workplace. We would ask that the workplace mentor, **assist them in identifying and providing opportunities to apply their knowledge and capture the lessons and outcomes in their POE’s and journals.**
- Any other exposure that you believe would benefit them as young leaders.
- Filling in an evaluation sheet as part of the 360 degree assessment at the end of the programme

Please can you sign to indicate that you are willing to fill this role in the event that the applicant is successful:

Workplace Mentor: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_